

BART Agreement Number: 6M8187

Approval Date: 05/21/21

Work Plan No. A02-01-BART Core Capacity Program Technical Support with PPM System Implementation

2.0 Scope of Services

Scope of services will include provision of Owner's Representative/Advocate role to support BART staff during implementation and post-implementation of the PPM solution. Tasks, shall include:

1. Provide input and guidance to internal BART team on functional requirements.
2. Document and execute internal BART team project plan to meet implementation deadlines.
3. Provide input and guidance to SI team on functional and technical requirements on behalf of BART staff.
4. Plan and execute User Acceptance Training (UAT) with BART staff to provide feedback on PPM solution modules.
5. Identify and triage PPM solution gaps to be configured by SI team.
6. Serve as system liaison to ensure BART staff is informed of upcoming implementation activities, communicate any risks/issues, and work with SI team to deploy PPM solution per TCCCP functional requirements.
7. Serve as system subject matter expert (SME) for post implementation issues, training, and user adoption.
8. Serve as TCCCP representative in applicable implementation meetings.
9. Create post implementation system change log for issues and future enhancement requests.
10. Other direction provided by BART Project Manager to support successful implementation of PPM solution.

Prime: CPM Associates

Subconsultants: None

Total Work Plan Value: \$ 146,443